

## PROFESSIONAL STAMPS AND SEALS

As a Licensed Professional On-Site Wastewater Treatment System Designer, you are required to obtain an inking stamp or seal and stamp plans, specifications, and reports prepared by you or under your direct supervision. **Detailed information regarding the proper use of your professional stamp is outlined in RCW 18.210.130, WAC 196-33-400 and WAC 196-33-500.**

Please note that each stamp/seal must contain the licensee's license number and a space to indicate the date of license expiration. Licensees may choose to imprint all or part of their date of expiration on the stamp/seal, however, the imprinting is not required and may be hand written in. Illustrated below are acceptable examples of the date of expiration imprint:

EXPIRES 00/00/00

EXPIRES 00/00/(Year left blank to be hand written on the document)

EXPIRES (Entire date left blank to be hand written on document)

With the exception of preliminary documents defined as such in WAC 196-33-500, when a licensee places a stamp or seal on a document, the licensee must sign in permanent ink across the face of the stamp/seal and place the date the signature was applied immediately adjacent to the signature.

Below is the stamp design approved by the Board. Stamps may be purchased from any stamp manufacturer. If your stamp manufacturer requires additional information, please have them contact the Board's office at the address above.

**NOTE:** Any size is permissible but the seal impression must be fully legible.

